

# **BUILDING DEVELOPMENT COMMISSION**

## **Minutes of May 16, 2017 Meeting**

Chairman Jonathan Bahr, opened the Building-Development Commission (BDC) meeting at 3:04 p.m. on Tuesday, May 16<sup>th</sup> 2017.

**Present:** Jonathan Bahr, Hal Hester, Glenn Berry, Terry Knotts, Melanie Coyne, Ben Simpson, Travis Haston, and Tom Brasse and Andrew Kennedy

**Absent:** Michael Stephenson, Rodney Kiser, John Taylor, Scott Shelton and Walter Kirkland

### **1. MINUTES APPROVED**

Travis Haston made the motion to approve the minutes from the April 18<sup>th</sup> Building Development Commission Meeting, seconded by Glenn Berry. The motion passed unanimously.

### **2. BDC MEMBER ISSUES AND INDUSTRY ASSOCIATION ISSUES**

No member issues.

### **3. PUBLIC ATTENDEES**

No public attendee issues.

### **4. BUILDING SAFETY MONTH - CODE HEROES**

Patrick Granson discussed with members that May is Building Safety Month and a time to say thank you to those builders, designers and developers that make Mecklenburg County a better, more interesting and safer place to live. This year, we are recognizing three outstanding entities in Mecklenburg County as our Code Heroes.

#### **Amec Foster Wheeler, George Luckenbaugh and Team**

With Amec, it's not just about solving an engineering problem. Their dedication to safeguarding the occupants of the building and the surrounding community is absolute, and more than that, they're dedicated to something we also hold near and dear to our hearts at Code Enforcement...a thriving Charlotte-Mecklenburg. For their commitment to resolving construction challenges while safeguarding the community, Code Enforcement is pleased to name Amec Foster Wheeler a 2017 Code Hero.

#### **Barringer Construction, Chris Butlak and Team**

Barringer has demonstrated a dedication to quality construction, but more than that, they've demonstrated a commitment to safe construction, and to superior customer service, and those are core beliefs for us here at Code. For commitment to quality construction, life safety, and outstanding customer service, Code Enforcement is pleased to name Barringer Construction a 2017 Code Hero.

#### **Optima Engineering (Keith Pehl and team)**

Optima is a firm that focuses primarily on sustainability. It's their passion. This team is focused on giving back to this community in the long-term. That's the kind of people you want helping to build your community. For their commitment to sustainability and exceptional design, Code Enforcement is pleased to name Optima Engineering a 2017 Code Hero.

## 5. OPEN COUNTER

Patrick Granson introduced Peter Koht with Open Counter, who provided a demonstration of the new program designed for new business owners. Open Counter was created to help novice and new business owners wanting to open a business within the City of Charlotte. This is geared for new business operations and should be effective in helping them in the initial startup with some of the basic requirements for zoning, phasing and code enforcement permits. A brief Q & A followed Mr. Koht's demonstration.

*Q: Must all fields be completed before the system will let you proceed to "next"?*

*A: Not at all.*

*Q: How long does it take to complete the Open Counter process?*

*A: About 5-10 minutes.*

*Q: Have you ever worked with a City/County group before:*

*A: Never*

*Q: Who is responsible for maintenance; the City/County?*

*A: Open Counter will keep the system up to date.*

*Q: Does this system start the permit process?*

*A: No it does not.*

*Q: What are the most common uses for this system?*

*A: It varies from city to city. Boston's most common use, opening a bar. California's most common use, medical marijuana dispensaries.*

*Q: Does this work for residential?*

*A: No, just for business owners.*

## 6. JOURNEYMAN PROGRAM

Patrick Granson described to the BDC that the Code Administrators began meeting in January to review the current Journeyman Program in place since the 40's. Working through the history of the program, it has been a strong contributor in the development of the Electrical, Mechanical and Plumbing trades within Mecklenburg and surrounding areas. In the last six years, trade associations statewide have created their own program and have taken ownership of the certification process. Members discussed eliminating the program due to statewide participation and the cost incurred by the County to maintain active memberships as well as keeping up with technology support. Gary Mullis gave additional information regarding the program and discussed the cost of \$23K to maintain this program.

*Q: You've had no push-back from associations or others affected?*

*A: Those affected work for the associations now that have taken ownership of this program.*

*Q: Is it true the state no longer requires this certification?*

*A: That is correct.*

*Q: If not required; why have it?*

*A: In the past, it assisted those with state agency requirements. Now it holds no value.*

*Q: If tests are taken at the County level; do they still have to take the state test?*

*A: Yes*

*Q: What is a Journeyman?*

*A: One who can perform without a supervisor.*

*Q: If we agree to sunset this program; when will it become effective?*

*A: September 1, 2017*

**Travis Haston made the motion to sunset the Journeyman Program effective September 1, 2017; seconded by Terry Knotts. The motion passed unanimously.**

## 7. DEPARTMENT STATISTICS AND INITIATIVES REPORT

### April 2017 Statistics

#### Permit Revenue

- April permit (only) rev - \$2,277,132, compares to Mar. permit rev - \$3,054,244
- FY17 budget projected monthly permit rev; 2,100,400.
- YTD permit rev = \$23,037,878 is above projection (\$19,899,104) by \$3,138,773 or 15.77%.

#### Construction Value of Permits Issued

- Report suspended.

#### Permits Issued:

	Mar.	Apr.	3 Month Trend
<b>Residential</b>	5630	5784	4561/5630/5784
<b>Commercial</b>	3177	2508	2789/3177/2508
<b>Other (Fire/Zone)</b>	350	286	385/350/286
<b>Total</b>	9157	8578	7735/9157/8578

- Changes (Mar.- Apr.); Residential up 2.66%; commercial dn 26%; total dn 6%

#### Inspection Activity: inspections performed

Insp. Req.	Mar	Apr	Insp. Perf.	Mar	Apr	% Change
<b>Bldg.</b>	9503	7720	<b>Bldg.</b>	9569	7650	-20%
<b>Elec.</b>	9645	8101	<b>Elec.</b>	8407	7166	-14%
<b>Mech.</b>	5022	4381	<b>Mech.</b>	4472	3918	-12%
<b>Plbg.</b>	4739	3821	<b>Plbg.</b>	4134	3253	-21%
<b>Total</b>	28,909	24,023	<b>Total</b>	26,582	21,897	-17.62%

- Changes (Mar. – Apr.); requests dn 17%; inspect performed dn 18-20% overall
- Insp performed were 91% of insp. requested

#### Inspection Activity: inspections response time (new IRT report)

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Mar.	Apr.	Mar.	Apr.	Mar.	Apr.	Mar.	Apr.
Bldg	83	82	96	97	99	99.5	1.22	1.20
Elec.	78	78	95	96	99	99.7	1.32	1.35
Mech.	75	76	95	96	99	99.7	1.30	1.28

Plbg.	83	84	97	98	99	99.7	1.20	1.18
Total	80	80	96	97	99	99.7	1.26	1.26

- Overall average for OnTime % is same
- Per the BDC Performance Goal agreement (7/20/2010), the goal range is **85-90%**; April is currently **5% below goal range**.

### Inspection Pass Rates for April 2016:

OVERALL MONTHLY AV'G @ 82.5% in April, compared to 83.28% in March,

**Bldg:** March – 76.70%  
April – 75.90%

**Elec:** March – 83.65%  
April – 82.57%

**Mech:** March – 86.07%  
April – 86.99%

**Plbg:** March – 89.61%  
April – 87.82%

- Overall average at 82.5%, above the 75-80% goal range.

### OnSchedule CTAC and Booking Lead Times for April, 2017

#### CTAC:

- 92 first reviews, compared to 114 in March
- Project approval rate (pass/fail) – 74%
- CTAC was 36% of OnSch (\*) first review volume

\*CTAC as a % of OnSch is based on the total of only scheduled and Express projects

#### On Schedule:

- January, 16: 188 -1st rev'w projects; on time/early–85.85% all trades, 84.64% on B/E/M/P only
- February, 16: 219 -1st rev'w projects; on time/early–84.88% all trades, 82.75% on B/E/M/P only
- March, 16: 241 -1st rev'w projects; on time/early–84% all trades, 85.25% on B/E/M/P only
- April, 16: 240 -1st rev'w projects; on time/early–88.38% all trades, 91.25% on B/E/M/P only
- May, 16: 237 -1st rev'w projects; on time/early–90.62% all trades, 94.5% on B/E/M/P only
- June, 16: 230 -1st rev'w projects; on time/early–91.63% all trades, 95% on B/E/M/P only
- July, 16: 215 -1st rev'w projects; on time/early–91.9% all trades, 93% on B/E/M/P only
- August, 16: 219 -1st rev'w projects; on time/early–92.75% all trades, 93.25% on B/E/M/P only
- September, 16: 246 -1st rev'w projects; on time/early–91.79% all trades, 93.6% on B/E/M/P only
- October, 16: 241 – 1<sup>st</sup> rev'w projects; on time/early – 93.5% all trades, 94.4% on B/E/M/P only
- November, 16: 226 – 1<sup>st</sup> rev'w projects; on time/early – 92.2% all trades, 92.4% on B/E/M/P only
- December, 16: 225 – 1<sup>st</sup> rev'w projects; on time/early – 93.3% all trades, 94.2% on B/E/M/P only
- January, 17: 217 – 1<sup>st</sup> rev'w projects; on time/early – 89% all trades, 90% on B/E/M/P only
- February, 17: 237 – 1<sup>st</sup> rev'w projects; on time/early – 91.35% all trades, 92.8% on B/E/M/P only
- March, 17: 279 – 1<sup>st</sup> rev'w projects; on time/early – 88.7% all trades, 90% on B/E/M/P only
- April, 17: 216 – 1<sup>st</sup> rev'w projects; on time/early – 90% all trades, 93% on B/E/M/P only

#### Booking Lead Times

- On Schedule Projects: **for reporting chart posted on line**, on April 24, 2017, showed
  - 1-2 hr projects; at 2-6 work days booking lead,
  - 3-4 hr projects; at 2-18 work days lead,

- 5-8 hr projects; at 2-18 work days lead,
- CTAC plan review turnaround time; BEMP at 2 work days, and all others at 1 day.
- Express Rev'w booking lead time; 6 work days for small projects, 6 work days for large projects

### **Customer Service Center**

- **Walk-In Volume** - LUESA 4,895 / Code 3,781 / CSC 1,034
- **Customer Wait Time** – *reported quarterly*
- **Phone Volume** - Code 8,705 (435 avg. day), CSC 2,073 (109 avg. day)
- **Call Wait Time** - *reported quarterly*
- **Call Interaction Time** - CSC 2.01 mins.

### **Fire Marshal's Office**

- Inspections Performed Ongoing / Mandated Inspections – 663
- New Construction Inspections – 48
- Plan Reviews - 113
- Fire Investigations - 6
- Education Programs – 6

## **8. MANAGER/CA ADDED COMMENTS**

Melanie Sellers announced the retirement of Tim Taylor the end of June. Chuck Walker has accepted this position.

## **9. Adjournment**

The May 16<sup>th</sup> meeting of the Building Development Commission adjourned at 4:18 p.m. The next meeting of the Building Development Commission is scheduled for Tuesday, June 20<sup>th</sup> 2017.